

BY-LAWS OF THE BUNKER HILLS MEN'S GOLF CLUB

(Revised March 28, 2018)

ARTICLE I NAME

The name of this organization shall be the Bunker Hills Men's Golf Club, hereinafter referred to as "The Club."

ARTICLE II SUPERSESION

These by-laws supersede all previously adopted and approved by-laws including amendments thereto.

ARTICLE III PURPOSE

The purpose of The Club shall be to:

- a. Organize, manage and conduct golf competitions and promote fellowship for its members.
- b. Be active in established golf associations whose purpose is to promote golf in the State of Minnesota and the United States.
- c. To promote junior golf in the best interest of the game of golf.
- d. To cooperate with the City of Coon Rapids in maintaining and improving the Coon Rapids Municipal Golf Course.

ARTICLE IV MEMBERSHIP

SECTION 1

General. Membership in The Club is open to male amateur golfers interested in playing and promoting golf and golfing activities within The Club. Membership may not be rejected for reasons of race, sexual orientation, disability, national or social origin or religious belief or affiliation.

SECTION 2

Classes of Membership.

- a. Regular members are defined as those male amateur golfers eighteen years of age or over who have been duly admitted to The Club. They are entitled to participate in all Club activities and

golf events, provided they have paid all dues and entry fees as required. Regular members are entitled to all voting privileges and election to any office in The Club.

- b. Honorary members are defined as those male amateur golfers upon whom an honorary membership has been conferred by the majority vote of the Board of Directors. Honorary members shall be entitled to all privileges of regular members, but shall not be required to pay any annual fee. They shall not be entitled to voting privileges nor shall they be entitled to hold any office in The Club.
- c. Junior members are defined as those male amateur golfers under eighteen years of age that have been duly admitted to membership in The Club. Junior members shall be entitled to participate in such events of The Club as the Board of Directors allows. Juniors may not participate in any event which will in any way interfere with or jeopardize their high school athletic eligibility. Junior members shall not have voting privileges nor shall they be eligible to hold any office in The Club. Junior members will be required to pay such annual fees as are determined by the Board of Directors. Junior members are eligible to secure a MGA/USGA Handicap.

SECTION 3

Privileges and Obligations.

- a. Except as otherwise provided herein, all members of The Club shall have the following privileges:
 - 1. The right to participate in any competitions or club events subject to the rules of eligibility for each such tournament or event.
 - 2. The right to vote at general meetings and the annual meeting for election of directors.
 - 3. The right to hold office as an officer or member of the Board of Directors.
 - 4. The right to establish and maintain a MGA/USGA handicap and participate in MGA/MPGA/USGA sanctioned events.
- b. The acceptance of membership in The Club shall bind each member to abide by:
 - 1. All provisions of the by-laws of The Club,
 - 2. All rules and regulations for tournaments or golf events provided by The Club,
 - 3. The decisions of the Board of Directors made within their jurisdiction.

SECTION 4

Suspension, Expulsion or Other Penalties. The Board of Directors may, for good and sufficient reason, suspend, expel or assess other penalties to members. The Board of Directors shall:

- a. Upon receipt of a written complaint, investigate the complaint to determine its validity.
- b. Based on the results of the investigation, determine whether good and sufficient reason to act on the complaint exists.
- c. If action is to be taken, the following procedure will be followed:
 - 1. Provide written notice to the member(s) involved of the substance and nature of the complaint.

2. Notify the member(s) of the date, time and place of the meeting at which the Board will consider disciplinary action.
 3. Offer the opportunity to appear in person or provide a written response to the complaint.
- d. Determine what, if any, penalty shall be imposed. Any penalty imposed must be approved by a two-thirds (2/3) majority vote of voting board members present.
 - e. Notify the member(s) of the procedure to be followed to appeal to the general membership any penalty assessed. Appeals to the general membership will require a two-thirds (2/3) majority of voting members present to overturn the decision of the Board of Directors.

SECTION 5

Dues. The Board of Directors shall establish membership dues on an annual basis.

ARTICLE V BOARD OF DIRECTORS

SECTION 1

Membership. The Board of Directors shall consist of a President, Vice President, Secretary, Treasurer, nine (9) at-large directors, the Bunker Hills Golf Course Pro/Manager, and the Manager of the bar and restaurant at Bunker Hills. The Pro/Manager and Restaurant Manager shall be ex-officio members without vote.

SECTION 2

Election. Three at-large directors shall be elected each year at the Annual Meeting of The Club.

SECTION 3

Term. Each at-large director shall serve for a term of three (3) years. The term of office shall commence at the first board meeting following the annual election of new officers.

SECTION 4

Nomination. The Board of Directors shall act as a nominating committee. It shall present to the membership at the Annual Meeting a list of candidates for election to the Board. Such candidates shall be members in good standing and shall have consented to their nomination. Further nominations from the floor may be added to the list of candidates. Such list shall constitute the ballot for election of members to the Board of Directors.

SECTION 5

Vacancy. In the event a vacancy occurs on the Board of Directors the remaining members of the Board may, by majority vote, elect or appoint a successor to fill the vacancy for the remainder of the term.

SECTION 6

Board of Director Meetings.

- a. Officer Election Meeting. As a final meeting of each term, the Board of Directors will hold a meeting to elect officers for the following year. Such meeting shall take place no later than the end of the official Minnesota golf season.
- b. Organizational Meeting. The first meeting following the Officer Election Meeting shall be the Organizational Meeting. The primary purpose of this meeting will be to designate standing committee appointments. Refer to Article VII for standing committees.
- c. Regular Meetings. The Board of Directors should hold regular meetings monthly during the period October thru April. Regular meetings should be held at least bi-monthly during the period April thru October.
- d. Special Meetings. The President or any two members of the Board may call Special Meetings of the Board of Directors. Written or electronic notice of any such Special Meeting shall be given to the members not less than five (5) days prior to the meeting. Such notice shall state the purpose and nature of the business to be considered at such meeting.
- e. Quorum. A quorum shall consist of 8 (eight) voting members of the board.

SECTION 7

Duties. The Board of Directors shall be responsible for carrying out of the general purposes of The Club. It shall have the control and management of the affairs, monies and property of The Club. The Board may also establish such policies and procedures, rules and regulations as are deemed necessary for the orderly conduct of The Club affairs and events. Any officer or director of The Club may be removed from his office during his term for malfeasance or neglect of duties, not acting in the best interests of The Club, or for personal conduct which would discredit The Club. Such removal action shall require the affirmative vote of eight board members. The procedure outlined in article IV section 4 will apply.

ARTICLE VI OFFICERS

SECTION 1

President. The President shall be the chief operating officer of The Club. He shall be responsible for the orderly conduct of the affairs of The Club as determined and dictated by the Board of Directors. He shall convene and preside over all meetings of the membership and the Board of Directors.

SECTION 2

Vice President. The Vice President shall assist the President in the conduct of Club affairs. He shall, in the absence or incapacitation of President, assume the duties of the President.

SECTION 3

Secretary. The Secretary shall be responsible for the maintenance of all records of The Club, membership rolls, and correspondence of The Club. He shall issue notices as directed by the President and record minutes of all meetings of the membership and Board of Directors.

SECTION 4

Treasurer. The Treasurer shall be responsible for the maintenance of all financial records and accounts of The Club. The Treasurer shall submit a written report of financial status of The Club at the Annual Meeting of the Membership or when requested by the Board.

SECTION 5

Election of Officers. The Board of Directors shall at; the Officer Election Meeting each year, elect officers as specified in sections 1-4 above.

SECTION 6

Term of Office. The term of office for the President and Vice President shall be for two years, commencing with the Organizational Meeting of the Board of Directors and terminating at the adjournment of the Officer Election Meeting two years later. The number of consecutive terms a President or Vice President may serve is two.

The term of office for the Secretary shall be two years, commencing with the Organizational Meeting of the Board of Directors in odd numbered years and terminating at the adjournment of the Officer Election Meeting 2 years later.

The term of office for the Treasurer shall be two years, commencing with the Organizational Meeting of the Board of Directors in even numbered years and terminating at the adjournment of the Officer Election Meeting two years later.

SECTION 7

Vacancy. In the event an officer vacancy occurs, the Board may elect or appoint a successor to fill the office for the remainder of the term.

SECTION 8

Compensation. The Board of Directors shall determine compensation of officers.

ARTICLE VII COMMITTEES

The President may, from time to time appoint committees from the members of the Board of Directors or the general membership of The Club. Upon appointment, the President shall specify the purpose and authority of a committee. Standing committees of The Club shall include:

- a. **Tournament and Prizes.** Responsible for establishing event dates and formats in conjunction with the Pro/Manager. Determines prize distribution based on event budget.
- b. **Food.** Coordinates meals and refreshments for events as designated by the Board of Directors.
- c. **Handicap.** Reviews the handicap reports received from the USGA. Assists members in maintaining handicap records. Acts as an at-large advocate responsible for peer review of scores and any violation of the same.
- d. **Website and Technology.** The Committee is responsible for maintaining website operations in partnership with the company and/or individual(s) who provide website support. Maintain the BHMC laptop and other technology responsibilities deemed appropriate by the Board of Directors.
- e. **Rules and Greens.** Promotes competitions within The Club under the USGA Rules of Golf. Educates membership on the Rules of Golf through explanation or demonstration of applicable rules. Subject to review by the Board of Directors, interprets, arbitrates and resolves disputes with respect to the Rules of Golf. Members may appeal rule decisions approved by the Board of Directors to the Minnesota Golf Association. Together with the Pro/Manager seeks membership cooperation in maintaining a litter free and undamaged course. Promotes proper golf course marking. Publishes applicable local rules. Promotes proper golf course etiquette.
- f. **Publicity and Newsletter.** This committee shall promote The Club and keep members informed of club activities. It shall publish electronic communication on a regular basis throughout the year.
- g. **Membership.** This committee will focus on building a stronger sustainable membership for The Club. Investigate ways to attract new members and retain current members. They should lead efforts to ensure new members are engaged and properly orientated into The Club. Reach out to membership both formally and informally to obtain feedback on The Club, analyze feedback, present feedback to the Board for issues that should be considered for future changes.

**ARTICLE VIII
GENERAL MEMBERSHIP MEETINGS**

SECTION 1

Annual Meeting. There shall be an annual meeting, the date of which is to be fixed by the Board of Directors. The Secretary shall notify each member the date, time and place of the meeting at least 10 days prior to the meeting.

SECTION 2

Special Meetings. The President or any three (3) members of the Board may call a special meeting of the membership. Any member may call a special meeting upon submission of a written petition signed by at least (50) members of The Club. The Secretary shall notify the membership of the special meeting at least 10 days in advance of the meeting. The notice will include a summary of the purpose of the meeting. The agenda of such meeting shall be limited to the issues addressed in the petition.

SECTION 3

Voting. Each regular member of The Club is entitled to one vote. No member may vote by proxy. Unless otherwise specified herein, a simple majority shall be required to pass any motion.

**ARTICLE IX
AMENDMENTS**

These by-laws may be repealed or amended, or new by-laws adopted, by a two-thirds (2/3) majority of the members present at the annual meeting or at any special meeting held for that purpose. Any member may propose amendments, additions or changes to the by-laws. Such proposed changes shall be submitted in writing to the Board of Directors. If the Board rejects the proposal, the member may request a special meeting of the membership in accordance with ARTICLE VIII Section 2.

**ARTICLE X
PARLIAMENTARY AUTHORITY**

SECTION 1

Procedure. "Robert's Rules of Order, Revised", shall be the final authority regarding parliamentary procedure at all meetings, insofar as they do not conflict with any provisions of these by-laws.

SECTION 2

Interpretation. The Board of Directors shall decide all questions of interpretation of these by-laws.